

**Procedures For Posting and/or Re-listing
Course Changes to Approved gtPathways Courses/Listings**
4/11/06

The following procedures apply to courses that have already been peer-reviewed by faculty and approved for placement in the gtPathways curriculum.

Recognizing that each institution's course offerings change, the CCHE in conjunction with the GE 25 Council, recommend the following process for responding to institutions whose courses change after placement into the gtPathways curriculum.

**Notification Form For
Changes to Approved gtPathways Courses
4/11/06**

Each institution/system will notify the CCHE, annually, on or before June 30, concerning changes in their courses currently listed in one of the five Content Areas of gtPathways. The senior academic officer of each institution/system will be responsible for providing this information to the gtPathways Policy Officer at the CCHE.

Please list course as currently approved:

(Course prefix, number, title, credit hours; gtPathways Content/sub-category)

Example: *English 122: Elementary Composition, 3 credit hours; GT-CO1,*

TECHNICAL CHANGES

Please indicate any changes in course identifier data (changes to the course's prefix, title, or number):

☐ Change in course prefix ☐ Change in course number ☐ Change in course title

New course prefix _____

New course number _____

New course title _____

Effective date (term & year) of institutional changes _____

Institutional certification that these changes **do/do not** necessitate resubmission:

☐ No resubmission required

☐ Resubmission required

Name (Printed): _____

Signature: _____

Date: _____

SUBSTANTIVE CHANGES

Major changes in the course, such as a change in credit hours, content, or competency requirements:
(Check all the categories that apply).

- ☐ The course's credit hours have been changed.
- ☐ The ways in which the course meets the gtPathways content criteria have been revised.
- ☐ The ways in which the course meets the gtPathways competencies have been revised.

Institutional certification that these changes **have/have not** altered the course's appropriateness for meeting gtPathways content and competency requirements:

- ☐ Changes have altered appropriateness (resubmission required)
- ☐ Changes have not altered appropriateness (resubmission not required)
Please explain:

Institutional Changes Effective (term & year) _____

REMOVAL OF COURSE FROM gtPATHWAYS

- ☐ The course is no longer offered at our institution and should be dropped from the state list of guaranteed courses.
- ☐ The course is no longer a part of our Core Curriculum
- ☐ Other reason for withdrawing the course from the gtPathways list.
Please explain:

Effective date (term & year) for removal from gtPathways: _____

Name (Printed): _____

Date: _____

Signature: _____

Date: _____

4/11/2006